



**Wake Forest Board of Commissioners**  
**Meeting Agenda**  
**April 20, 2021 at 7:00 PM**  
**All items listed are for discussion and possible action.**

**Notice**

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Wake Forest will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. For individuals with impaired hearing, special equipment is available for use during meetings in the Town Hall board chambers. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Town of Wake Forest should contact the office of ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Deeda Harris](#) at 919-435-9413 as soon as possible, but no later than 48 hours before the scheduled event.

**Cable & Online Broadcast of Board of Commissioners Meetings**

All Board of Commissioners meetings are broadcast live on [WFTV 10](#) beginning at 7 p.m. Meetings are also aired online on the [Public Meetings Portal](#) on the [Town of Wake Forest website](#). Archived meeting videos are also provided and available for one year after the original air date.

**Meeting Agendas**

The [Board of Commissioners](#) meeting agenda is available to be viewed and downloaded by noon on the Friday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Town Clerk's office at 919-435-9413. Citizens may also receive a copy of each month's agenda via email by enrolling in the free [E-Notifier](#) subscription service.

**Public Hearings**

When an agenda item is denoted as a [Public Hearing](#), persons attending shall be permitted to address the Board of Commissioners regarding the item under consideration with those speaking in favor first and those against speaking second. Proponents and opponents shall each be given five minutes of time to speak and may choose to allow one speaker to utilize the time. In the event either proponent(s) or opponent(s) have not designated a speaker to represent the view, each speaker will be allowed five minutes each to express his/her comments, ideas, concerns, expressions, and desires. No comments will be allowed on agenda items.

**Public Comment**

Anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item during the time of the Public Comment should contact Town Clerk Deeda Harris by 3 p.m. the day of the meeting. Mayor Jones will recognize you during the Public Comment period and give you 3-5 minutes to speak. Thank you for your cooperation.

## **Call to Order**

## **Pledge of Allegiance**

### **1. Approval of Agenda**

### **2. Approval of Minutes**

- 2.A. Approval of Minutes for Meetings held March 2, 2021 (Work Session & Joint Public Hearing) and meeting held March 16, 2021 (Regular Board of Commissioners Meeting)  
[Mins3-2-21-draft.pdf](#)  
[Draft March 2 2021 JPH Meeting Minutes.pdf](#)  
[mins\\_3-16-21-draft.pdf](#)

### **3. Presentations**

- 3.A. Proclamation Recognizing April 14 as "Arbor Day" in the Town of Wake Forest  
[ARBOR\\_DAY\\_Proclamation\\_2021.pdf](#)
- 3.B. Proclamation Recognizing April 22, 2021 as "Earth Day" in the Town of Wake Forest  
[Earth\\_Day\\_Proclamation-April\\_2021.docx](#)
- 3.C. Proclamation Recognizing May 2021 as "Better Hearing Month"  
[Hearing-better\\_hearing-month-2021.pdf](#)
- 3.D. Proclamation Recognizing "St. Baldrick's Day" on May 1, 2021  
[St. Baldrick Proclamation WakeForest-2021.docx](#)
- 3.E. Proclamation Recognizing May 2021 as "Building Safety Month"  
[Building Safety Month Proclamation-2021.docx](#)
- 3.F. Proclamation Recognizing the Month of May 2021 as Physical Fitness and Active Lifestyle Month in the Town of Wake Forest  
[Physical Fitness and Active Lifestyle Month 2021.docx](#)
- 3.G. Proclamation Recognizing "National Public Works Week" – May 16-22, 2021  
[nationalPublicWorksWeek\\_2021.docx](#)
- 3.H. Proclamation Recognizing May 1, 2021 as "Global Love Day" in the Town of Wake Forest, NC  
[Global\\_Love\\_Day-May\\_1\\_2021.docx](#)
- 3.I. Proclamation Recognizing "Peace Officer's Memorial Day" and "National Police Week"

– May 9-15, 2021

[PeaceOfficersWeekMay2021.doc](#)

- 3.J. Proclamation Recognizing May 6, 2021 as "National Day of Prayer"  
[national day of PRAYER may 2021.docx](#)
- 3.K. Proclamation Recognizing May 2 through 8, 2021 as the " 52nd Annual Professional Municipal Clerks Week"  
[Municipal\\_Clerks\\_week-2021.docx](#)
- 3.L. Discussion of Electric Cost of Service (COSS) results and Rate Alternatives  
[Discussion\\_of\\_COSS\\_Electric\\_rates\\_summary.docx](#)  
[wf\\_coss\\_2019\\_board.pptx](#)  
[wf4% res rate increase.pdf](#)
- 3.M. The American Rescue Plan Act of 2021  
[American\\_Rescue\\_Plan-summary.docx](#)

#### **4. Public hearings / Public Comment**

- 4.A. Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item during the time of public comment, please sign up with the Town Clerk prior to the meeting. Each speaker is asked to limit comments to 5 minutes. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate Town Staff and may be scheduled for a future agenda. Thank you for your consideration of the Board of Commissioners, staff and other speakers.

#### **5. Consent Agenda**

*(A Consent Agenda is a group of items passed with a single motion and vote. These matters are of a generally routine nature. No debate is allowable on any item included on the Consent Agenda. If a Commissioner or any citizen of Wake Forest or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)*

- 5.A. Appointment of Members to Advisory Boards - Historic Preservation Commission, Public Art Commission and Urban Forestry Advisory Board  
[advisory\\_board\\_appointments-April-2021-PAC-UFB-summary.docx](#)  
[RESOLUTION2021-x\\_PAC-UFB-appointments\\_April\\_2021-filling\\_vacancies.docx](#)

- 5.B. Consideration of a resolution to schedule the public hearing and certify the sufficiency for a petition requesting contiguous annexation submitted by the Legacy Center Church for property located at 7102 Rabbit Run, being Wake County Tax PIN 1831312312 and adjacent right-of-way.

[042021 BOC Agenda Summary \(AN-21-04\).pdf](#)

[Attachment A Legal Description AN-21-04.pdf](#)

[Attachment B Annexation Survey AN-21-04.pdf](#)

[Attachment C Contiguous Annexation Petition AN-21-04.pdf](#)

[Certificate of Sufficiency.docx](#)

[DRAFT PUBLIC HEARING RESOLUTION.docx](#)

- 5.C. Approval of Budget Ordinance Amendment # 4 for fiscal year 2020 - 2021

[Budget\\_Ordinance\\_Amendment\\_summary.docx](#)

[Budget Ordinance Amendment # 4\\_FY 2020 - 2021.pdf](#)

- 5.D. Acceptance of a Grant in the amount of \$10,000 from the North Carolina Forest Service for Ash Protection

[Ash\\_Grant-Summary.docx](#)

[AshProposalToWF.pdf](#)

[AshProposalBartlett.pdf](#)

[AshProtectionGrant.pdf](#)

[AshResolution.docx](#)

## **6. Legislative Items**

- 6.A. Consideration of Appointment of Members to Historic Preservation Commission

[advisory\\_board\\_appointments-April-2021-HPC-summary.docx](#)

[RESOLUTION2021-x\\_HPC-appointment\\_April\\_2021-filling\\_vacancies.docx](#)

## **7. Planning Items**

- 7.A. Consideration of LEGISLATIVE ITEM TA-21-04 Text Amendment to the Comprehensive Transportation Plan

[TA-21-04 Summary.pdf](#)

[TA-21-04 Resolution.docx](#)

[Exhibit A - TA-21-04.pdf](#)

[Exhibit B - TA-21-04.pdf](#)

[Exhibit C - TA-21-04.pdf](#)

[Exhibit D - TA-21-04.pdf](#)

- 7.B. Consideration of QUASIJUDICIAL CASE SD-20-01 for a Major Master Subdivision for Forest on Franklin Townhomes filed by The Nau Company, on behalf of the property owner, to subdivide ±2.1 acres located at 0 S. Franklin Street, being Wake County Tax

PINs 1840588611 and 1840587460

[Case Summary SD-20-01 - Forest on Franklin Townhomes Major Subdivision](#)

[Attachment A - Forest on Franklin Townhomes Application and Justification](#)

[Attachment B - Forest on Franklin Townhomes Master Plan](#)

[Attachment C - Forest on Franklin Townhomes Maps](#)

[Attachment D - Neighborhood Meeting Information](#)

[Attachment E - SD-20-01 Forest on Franklin Townhomes Major Subdivision Staff Report 4.6.2021](#)

[Attachment F - Forest on Franklin JPH Staff Presentation 4.6.2021](#)

- 7.C. Consideration of QUASIJUDICIAL ITEM SD-20-08 Major Master Subdivision for Hawthorne at Traditions filed by NV5, on behalf of the property owner, for Multifamily Development on approximately 12.4 acres located at 601 Gilcrest Farm Road, being Wake County Tax PIN 1851242248

[Case Summary SD-20-08 - Hawthorne at Traditions Major Subdivision](#)

[Attachment A - Hawthorne at Traditions Apartments Application](#)

[Attachment B - Hawthorne at Traditions Apartments Major Subdivision and Site Master Plan](#)

[Attachment C - Hawthorne at Traditions Apartments Maps](#)

[Attachment D - Neighborhood Meeting Information](#)

[Attachment E - Traffic Impact Analysis Executive Summary](#)

[Attachment F - Hawthorne at Traditions Appraisal Report](#)

[Attachment G - SD-20-08 Hawthorne at Traditions Apartments Major Subdivision Staff Report 4.6.2021](#)

[Attachment H - Hawthorne at Traditions Staff Presentation 4.6.2021](#)

[Attachment I - Hawthorne at Traditions Conditions](#)

- 7.D. Consideration of QUASIJUDICIAL CASE SP-20-45 Major Site Master Plan for Hawthorne at Traditions filed by NV5, on behalf of the property owner, for Multifamily Development on approximately 12.4 acres located at 601 Gilcrest Farm Road, being Wake County Tax PIN 1851242248

[Case Summary SP-20-45 - Hawthorne at Traditions Major Site Master Plan](#)

[Attachment A - Hawthorne at Traditions Apartments Application](#)

[Attachment B - Hawthorne at Traditions Apartments Major Subdivision and Site Master Plan](#)

[Attachment C - Hawthorne at Traditions Apartments Maps](#)

[Attachment D - Neighborhood Meeting Information](#)

[Attachment E - Traffic Impact Analysis Executive Summary](#)

[Attachment F - Hawthorne at Traditions Appraisal Report](#)

[Attachment G - SP-20-45 Hawthorne at Traditions Apartments Major Site Master Plan Staff Report 4.6.2021](#)

[Attachment H - Hawthorne at Traditions Staff Presentation 4.6.2021](#)

[Attachment I - Hawthorne at Traditions Conditions](#)

- 7.E. Consideration of LEGISLATIVE ITEM RZ-18-15-02 Grove 98 PUD Amendment filed by Stiles Corporation to Amend the Existing Planned Unit Development District for ±77.09 acres located at 11051 Ligon Mill Road and 0 Ligon Mill Road (Wake County Tax PINs 1830865681 and 1830850298) and ±25.47 acres located at 0 Capital Boulevard (Wake County Tax PIN 1830872437) from Planned Unit Development (PUD) and Neighborhood Mixed Use Conditional District (NMX CD) to Planned Unit Development (PUD)

[042021\\_BOC\\_Agenda\\_Summary\\_RZ-18-15-02.pdf](#)

[Consistency Statement RZ-18-15-02 Grove 98 PUD](#)

[Inconsistency Statement for Disapproval RZ-18-15-02 Grove 98 PUD](#)

[Ordinance RZ-18-15-02 Grove PUD Amendment](#)

[Attachment A - Legal Description](#)

[Attachment B - Grove 98 PUD Document](#)

[Attachment C - Wegmans Site Master Plan and Wegmans Elevations](#)

[Planning Board Written Recommendation](#)

- 7.F. Consideration of QUASIJUDICIAL ITEM SD-20-02 Major Master Subdivision for Grove 98 North filed by Stiles Corporation for Multifamily Development on approximately 50.5 acres located at 11051 Ligon Mill Road and 0 Capital Boulevard, being a portion of Wake County Tax PIN 1830865681 (portion) and all of 1830872437

[Case\\_Summary\\_\\_SD-20-02\\_-\\_Grove\\_98\\_North\\_Major\\_Subdivision.pdf.pdf](#)

[Attachment A - Application and Justification Statement](#)

[Attachment B - Grove 98 Major Site Subdivision Master Plan](#)

[Attachment C - Grove 98 North Maps](#)

[Attachment D - Grove 98 Neighborhood Meeting Information](#)

[Attachment E - Grove 98 PUD Document](#)

[Attachment F - Grove 98 North Subdivision Applicant Presentation 4.6.2021](#)

[Attachment G - SD-20-02 Grove 98 North Major Subdivision Staff Report 4.6.2021](#)

[Attachment H - Grove 98 North Staff Presentation 4.6.2021](#)

- 7.G. Consideration of QUASIJUDICIAL ITEM SP-20-26 Major Site Master Plan for Grove 98 North filed by Stiles Corporation for Multifamily Development on approximately 50.5 acres located at 11051 Ligon Mill Road and 0 Capital Boulevard, being a portion of Wake County Tax PIN 1830865681 (portion) and all of 1830872437

[Case\\_Summary\\_\\_SP-20-26\\_-\\_Grove\\_98\\_North\\_Major\\_Site\\_Master\\_Plan.pdf](#)

[Attachment A - Application and Justification Statement](#)

[Attachment B - Grove 98 Major Site Subdivision Master Plan](#)

[Attachment C - Grove 98 North Maps](#)

[Attachment D - Grove 98 Neighborhood Meeting Information](#)

[Attachment E - Grove 98 PUD Document](#)

[Attachment F - Grove 98 North Major Site Master Plan Applicant Presentation 4.6.2021](#)

[Attachment G - SP-20-26 Grove 98 North Major Site Master Plan Staff Report 4.6.2021](#)

[Attachment H - Grove 98 North Staff Presentation 4.6.2021](#)

- 7.H. Consideration of LEGISLATIVE CASE RZ-18-07, Bridges and Pace Property, for the extension or rescission of the Conditional District approval, located at 12737, 12739 and 12753 Wake Union Church Rd., being Wake County Tax PINs 1831-86-8329, 1831-86-9237 and 1831-96-1456

[042021 BOC Agenda -RZ\\_18-07\\_Summary.pdf](#)

[Attachment A- RZ-18-07 Approval Letter and Ordinance.pdf](#)

[Attachment B- Halcon Extension Request Letter.pdf](#)

[Extension Request Resolution 042021.docx](#)

## **8. Administration and Financial Items**

- 8.A. Consideration of approval of resolution providing for sale and issuance of \$1,290,000 General Obligation Street and Sidewalk Bonds, Series 2021A (Two-thirds bonds)

[Two-thirds Bond Sale and Issuance Resolution\\_Summary.pdf](#)

[Issuance Resolution-Wake Forest 2021 G.O. \(2\\_3\\_Voted\).doc](#)

- 8.B. Consideration of approval of resolution providing for sale and issuance of \$4,920,000 General Obligation Public Improvement Bonds, Series 2021B

[Bond Sale and Issuance Resolution\\_Summary.pdf](#)

[Issuance Resolution-Wake Forest 2021 G.O. \\_\\$4.9 mil\\_ Voted.doc](#)

## **9. Public Services Items**

## **10. Parks and Recreation Items**

## **11. Public Safety Items**

## **12. Other Business**

- 12.A. Wake County Tax Releases

[Wake\\_Co-Tax\\_Releases-April.pdf](#)

- 12.B. Monthly Report

[March\\_2021\\_Monthly\\_Report.pdf](#)

- 12.C. Commissioner Reports

- 12.D. Consideration of a Resolution to Adopt a New Meeting Time for the Board of Commissioners and to Approve a New Meeting Day and Time for the Planning Board

[New\\_Meeting\\_Time-summary.docx](#)

[Meeting\\_Times\\_Resolution.doc](#)

### **13. Adjournment**